

Academic Misconduct Investigation Update

Date: [Insert Date]

To: [Student's Name]

From: [Investigator's Name]

Subject: Update on Academic Misconduct Investigation

Dear [Student's Name],

This letter serves as an update regarding the ongoing investigation into the alleged academic misconduct involving your work in [Course Name] during [semester/year]. We appreciate your patience as we conduct a thorough review of the circumstances surrounding this matter.

As of today, we have completed the preliminary fact-finding phase, which included reviewing submitted materials and conducting interviews with relevant parties. Your perspective is important to us, and we will be reaching out to schedule a meeting with you to discuss your viewpoint in detail.

Once all information is gathered, a determination will be made regarding the findings and any potential outcomes. You will be kept informed throughout this process, and we aim to resolve this matter as promptly as possible.

If you have any questions or wish to provide additional information, please feel free to contact me directly at [Investigator's Email] or [Investigator's Phone Number].

Thank you for your cooperation.

Sincerely,

[Investigator's Name]

[Investigator's Title]

[Department Name]